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Assistant to DCI

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NO CHANGE in Class. ☐

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Director of Training

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Weekly Summary Report

Date: 31/01/78 By: 008

(Combined Report for Weeks of 7 and 14 Dec.)

INTRODUCTION

The Office of Training reports the following: 1) completion of pilot course for CIA employees going overseas; 2) special training of foreign nationals; 3) survey by CI Staff on need for CE training; 4) results of a new emphasis on case study in an operations course; 5) increased interest in OTR management courses; 6) intensive French course; 7) full-time Turkish Language program; 8) comments on evaluation program by consultant following visit to [REDACTED] 9) contracting for services at [REDACTED] 10) summarization of five years of instruction in World Communism; and 11) unusual assignment held by a Junior Officer Trainee.

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AREA ORIENTATION FOR EMPLOYEES GOING OVERSEAS

From 5 to 16 December, OTR conducted a 20-hour pilot course, Americans Abroad, for 25 employees and one dependent with projected assignments in [REDACTED] Panels, formed from 22 members of the Agency who had experience in the area, briefed the students on the problems of adapting themselves to a foreign country, on the security considerations they must face, and on the social and cultural background of the country. The students were apparently intensely interested in this presentation.

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SPECIAL TRAINING OF FOREIGN NATIONALS

During the past two months, the Training Evaluation Branch, Assessment and Evaluation Staff, OTR, has provided special training in evaluation principles, methods and techniques to small groups of foreign nationals. In each instance, this training has been tailored to the requirements of the native training programs. Indigenous participants in each case were representatives of foreign

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intelligence services. All were extremely receptive to the program and gained a general understanding of the philosophy and principles of student evaluation.

CE TRAINING

A survey recently completed by the CI Staff, DD/P, indicates that, during the next calendar year, 191 officers from the Clandestine Services will require Counterespionage training. This survey also indicates that approximately 200 individuals will require general orientation in CE work and approximately 115 will need training in specialized CE support. Should this requirement materialize, it will greatly exceed present CTR capabilities to provide CE training. At least one additional instructor must be forthcoming from the Clandestine Services if this requirement is to be met.

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Area Divisions who had provided case histories also provided guest speakers who were fully familiar with the cases used. On 9 December, the final day of the course, Mr. [REDACTED] Chief/PP, conducted a seminar on current PP problems and future plans. All but two of the 16 students in this course have previous overseas Agency experience. The very significant professional support rendered by the components of DD/P contributed greatly to the high degree of student interest and participation.

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INCREASED INTEREST IN MANAGEMENT COURSES

There has been a noticeable increase in interest in both management courses offered by CTR. The first Basic Management course was offered in 1954. In September of 1954, the Basic Supervision course was presented. During the intervening period, the Basic Management course has been given 20 times with a total

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student enrollment of 350; the Basic Supervision course has been presented 12 times with a total enrollment of 207 students. From the very outset, it was necessary to establish office quotas for enrollment in these courses, and during the last 60 days these courses have consistently been oversubscribed. It is now planned to run a supplementary Basic Supervision course in January of 1956 in order to accommodate the backlog of students.

INTENSIVE FRENCH COURSE

Additional features to the academic program in the intensive French course include "living language trips" and fortnightly evening sociale. As a factor of the learning process, conversation during these programs is limited to French. All trips are planned to coincide with course material and an effort is made to develop a practical use of the vocabulary appropriate to the place visited.

FULL-TIME TURKISH LANGUAGE PROGRAM

In response to the first request received from an area division for the establishment of a full-time, intensive language course, the Office of Training has completed plans and preliminary arrangements for an intensive, full-time, 10-month Turkish language program and a semi-intensive, 5-month program in the same language. Due to personnel ceiling limitations, it has been necessary to convert a position from another component in OTR to a language instructor's position in order to permit the employment of an instructor for this course. The instructor for this program possesses the capability of teaching Greek, Uzbek, Azerbaijani, Kazakh, and other Middle Eastern dialects.

COMMENT ON THE EVALUATION PROGRAM AT [REDACTED]

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[REDACTED] who is an officer in the [REDACTED]

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[REDACTED] an independent organization carrying out programs throughout the U. S. for universities, the Government, and industry in test development and test guidance, recently visited [REDACTED]

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in his capacity as consultant to the Office of Training. He was impressed by the evaluation program. The following passages are quoted from a letter which he addressed to the Chief, Assessment and Evaluation Staff:

"I have just returned from another trip to the field [redacted] where I again saw some of the work of your training evaluation staff. I feel that I should express my admiration for the way the work is going... As I said to a member of your staff at the school last Thursday, I think the evaluation program being developed is better than any I have encountered in any educational institution of any kind."

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CONTRACTING FOR SERVICES [redacted]

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During the reporting period, discussions have been held between representatives of this Office and the Office of Personnel, the Personnel Director in the Office [redacted], the [redacted] and also the Office of Logistics, CIA, to investigate the administrative, legal and security factors involved in establishing contractual arrangements for various categories of services at [redacted]. OTR is attempting through this means to reduce the personnel ceiling by 50 to 75 positions.

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FIFTH ANNIVERSARY YEAR, COURSE ON WORLD COMMUNISM

1. The conclusion of World Communism Course No. 11 on 21 December 1955 marks the completion of 100 courses on Communism presented by the instructional staff since 1950. In addition to 33 regular courses given at OTR headquarters, 67 special and tutorial courses have been conducted under the sponsorship of Special Projects/OTR and components of the DD/P.

2. Enrollment in the regular courses was originally limited to personnel of the DD/P, but during the past six months it has been open to all employees of the Agency whose work requires a knowledge of the world communist movement. Representatives from USIA have also attended the course.

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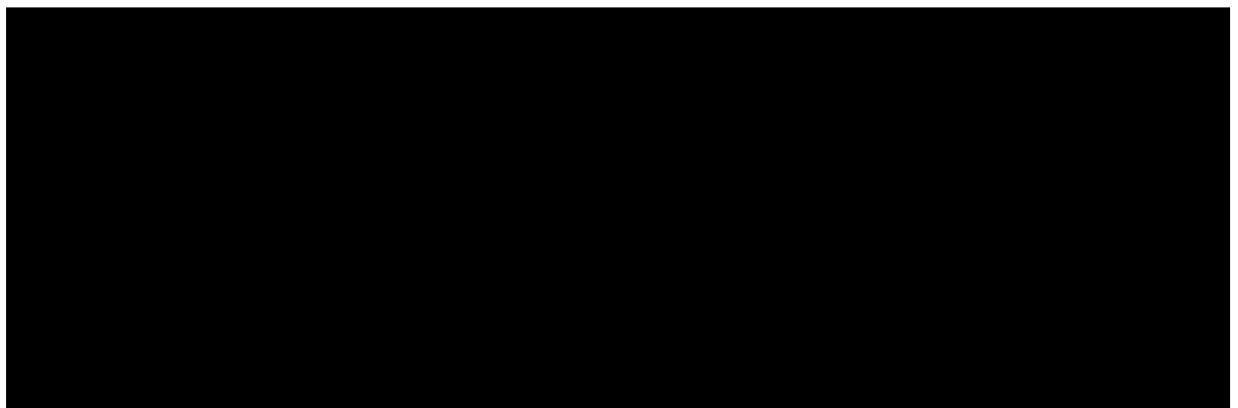
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3. Only special and tutorial courses of at least three days' duration have been included in the total of 67. These have been given both in the United States and abroad for American agents, officials of foreign governments, and personnel of foreign security services. The exact number of foreign trainees is not known, but it includes representatives of the following countries:



4. The members of the World Communism staff have also participated in briefings on Communism for high officials of the United States and friendly governments. They have lectured regularly to other CTR classes and occasionally to personnel of other government agencies.

5. Mr. [REDACTED] is the veteran of the staff. He has been instructing in various aspects of Communism since 1950. His associates have been [REDACTED] (May 1953 - October 1955) and [REDACTED] (September 1954 to the present).

UNUSUAL ASSIGNMENT - JUNIOR OFFICER TRAINEE

[REDACTED] a JOT, has returned to the Agency following a 21-month assignment as aide-de-camp to General Glantzburg. His military tour of duty was extended beyond the normal period because of the unusual opportunities available to him while on this assignment. [REDACTED] learned a good deal about conditions in North Africa and acted as interpreter for the General during many sensitive negotiations with the French and natives. [REDACTED] was awarded the commendation ribbon for superior performance during this military assignment.

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